



THE SECRETARY OF THE INTERIOR  
WASHINGTON

APR 25 2013

**Memorandum**

To: Deputy Secretary  
Solicitor  
Assistant Secretaries  
Deputy Assistant Secretaries  
Heads of Bureaus and Offices

From: Secretary *Sally Jewell*

Subject: Cooperation with the Office of Inspector General

As public servants, we must cooperate with the Office of Inspector General (OIG) as that office fulfills its responsibilities as provided in the Inspector General Act (Act). The Inspector General is a vital part of the senior leadership team here at the Department, pursuing economy, efficiency, and effectiveness in Department programs and operations, as well as preventing and detecting fraud, waste, and mismanagement.

The Act provides the Inspector General access to information within the Department. Specifically, the Act states, "the Inspector General is authorized to have access to all records, reports, audits, reviews, documents, papers, recommendations, or other material available to the Department relating to its programs and operations (Section 6(a)(1))." Information that the Inspector General has access to may include information that may be privileged, confidential, or otherwise exempt from disclosure under law such as the Freedom of Information Act or the Privacy Act. In providing privileged or confidential information to the Inspector General's office, Department employees should identify and clearly mark such information. The OIG will treat such information in accordance with applicable statutes and regulations. Providing such information to the OIG will not constitute a waiver of any privileges that may attach to the information. In addition to the Act, the Department Manual 110 DM 4 provides for the responsibilities for the OIG and its relationship with Department bureaus and offices.

If you have any questions about your obligations to cooperate with requests by authorized representatives of the OIG, you may contact your supervisor or the Office of the Solicitor.

Please advise your senior managers of the contents of this memo.